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My Leave fixes implemented, biweekly upload deadline extended to noon Feb. 15 [1]

February 13, 2019 by Employee and Information Services [2]

Fixes are now in place for issues with Javascript error messages and approvals in My Leave. To see these updates, please clear your cache [3] before logging into the portal [4].

As a result, the biweekly upload deadline has been extended to noon Friday, Feb. 15.

Note for Approvers

Please check your Approvals page for timesheet outstanding approvals. The portal's notification bell may not show retroactive timesheets in need of approval.

To check for outstanding approvals:

1. Open the CU Resources center dropdown menu, select **Manager**.
2. Click the **Approve Time** tile.
3. In the Approval Inbox, set the **Transaction Type** to "CUTimesheetApproval" and press the **Search** button. Any outstanding approvals will display.

Please report any issues to the HCM Help Desk at hcm_community@cu.edu [5] or 303-860-4200, option 2.

Thank you for your patience during this process.

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[5] mailto:hcm_community@cu.edu?subject=My%20Leave%20approvals